



Loudoun County, Virginia

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Department of Planning

1 Harrison Street, S.E., 3<sup>rd</sup> Floor, P.O. Box 7000, Leesburg, VA 20177-7000

Telephone (703) 777-0246 • Fax (703) 777-0441

November 18, 2009

**Re: SPMI 2009-0007 AGSI – Archer Property (Minor Special Exception)**

Dear Adjacent Property Owner:

This letter serves to inform you that the above referenced land development application has been officially accepted for processing as of November 18, 2009. The application will be sent to the appropriate referral agencies for review with a comment due date of December 3, 2009. Should you wish to review the file, it is available in the file room located in the Department of Building and Development or to access documents electronically, please go to [www.loudoun.gov/lola](http://www.loudoun.gov/lola). This link also provides an additional opportunity for public input on active applications. If you have any further questions regarding the review and processing of this application, please feel free to contact me.

Sincerely,

Mike Elabarger  
Project Manager

cc: Matt Archer, AGSI, LLC  
Van Armstrong, Land Use Review Program Manager, Department of Planning

*Attachment (on back)*

**SPMI 2009-0007 AGSI – Archer Property (Minor Special Exception)**

**APPLICANT:** AGSI, LLC  
Matt Archer, VP  
13276 April Circle  
Lovettsville, VA 22180  
540-882-3535

**OWNER:** Matthew D. & Jennifer K. Archer  
13276 April Circle  
Lovettsville, VA 22180  
540-882-3535

**REPRESENTATIVE:** Same as Applicant  
matt@agsisystems.com

**PROPOSAL:** A Minor Special Exception to allow a small business with up to (6) six employees on less than 10 acres in the AR-1 zoning district.

**LOCATION/ADDRESS:** 13276 April Circle, Lovettsville, VA 20180

**TAX MAP/PARCEL:** Tax Map—/18//17/////6/ MCPI— 336-40-7208-000

**ZONING:** AR-1

**RESIDENTIAL UNITS:** N/A

**NON-RES. SQUARE FOOTAGE:** use of less than 1,000 SF of existing residence

**SURROUNDING ZONING/LAND USES:**

<b>NORTH</b>	AR-1	Residential/Single Family
<b>SOUTH</b>	AR-1	Residential/Single Family
<b>EAST</b>	AR-1	Residential/Single Family
<b>WEST</b>	AR-1	Residential/Single Family

**ELECTION DISTRICT:** Catoctin